

Federal Acquisition Regulation

53.301-44

53.301-44 Standard Form 44, Purchase Order—Invoice—Voucher.

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

Anyone who finds this booklet, please notify:

OFFICE:

TELEPHONE NUMBER:

NSN 7540-01-152-8068
PREVIOUS EDITION USABLE
44-108

STANDARD FORM 44 (Rev. 10-83)
PRESCRIBED BY GSA,
FAR (48 CFR) 53.213(c)

48 CFR Ch. 1 (10-1-14 Edition)

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

DATE OF ORDER	ORDER NO.
PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*	
P A Y E	
FURNISH SUPPLIES OR SERVICES TO (Name and address)*	

[illegible]

AGENCY NAME AND BILLING ADDRESS* PAY TO:	TOTAL
	DISCOUNT TERMS
 %
	DATE INVOICE RECEIVED

ORDERED BY (Signature and title)

PURPOSE AND ACCOUNTING DATA

20

PURCHASER—To sign below for over-the-counter delivery of items

RECEIVED BY _____

TITLE	DATE
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SELLER—Please read instructions on Copy 2

<input type="checkbox"/> PAYMENT RECEIVED \$.....	<input type="checkbox"/> PAYMENT REQUESTED \$.....
---	--

NO FURTHER INVOICE NEED BE SUBMITTED	
SELLER	DATE

BY _____ (Signature)	
I certify that this account is correct and proper for payment in the amount of _____	DIFFERENCES _____

ACCOUNT VERIFIED:	
CORRECT FOR	

(Authorized certifying officer)		BY
PAID BY	<input type="checkbox"/> CASH	DATE PAID
VOUCHER NO.		DATE

OR
(Check No.)

1. PLEASE INCLUDE 1. SELLER'S INVOICE STANDARD FORM 44a (Rev. 10-

1. PLEASE INCLUDE ZIP CODE

1. SELLER'S INVOICE
(See Instructions on Copy 2)

STANDARD FORM 44a (Rev. 10-83)
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53.301-44

U.S. GOVERNMENT	
PURCHASE ORDER—INVOICE—VOUCHER	
DATE OF ORDER	ORDER NO.
PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*	
<div style="display: flex; justify-content: space-between;"> <div style="width: 10%;"> P A T E </div> <div style="width: 90%;"> FURNISH SUPPLIES OR SERVICES TO (Name and address)* </div> </div>	

[illegible]

PURCHASER — <i>To sign below for over-the-counter delivery of items</i>	
RECEIVED BY _____	
TITLE _____	DATE _____
SELLER — <i>Please read instructions on Copy 2</i>	
<input type="checkbox"/> PAYMENT RECEIVED \$	<input type="checkbox"/> PAYMENT REQUESTED \$
<i>NO FURTHER INVOICE NEED BE SUBMITTED</i>	
SELLER _____	DATE _____
BY _____ <div style="margin-left: 100px;">(Signature)</div>	

REMARKS	DIFFERENCES	
	ACCOUNT VERIFIED	
	CORRECT FOR	
BY _____		

3. RECEIVING REPORT—
ACCOUNTING COPY

53.301-44

48 CFR Ch. 1 (10-1-14 Edition)

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

DATE OF ORDER	ORDER NO.
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PRINT NAME AND ADDRESS OF SELLER (Number, Street, City, and State)*

P
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E

FURNISH SUPPLIES OR SERVICES TO (Name and address)*

SUPPLIES OR SERVICES	QUANTITY	UNIT PRICE	AMOUNT
SPECIMEN			

AGENCY NAME AND BILLING ADDRESS*

P
A
Y
O
R

ORDERED BY (Signature and title)

PURPOSE AND ACCOUNTING DATA

PURCHASER—To sign below for over-the-counter delivery of items

RECEIVED BY

TITLE DATE

SELLER—Please read instructions on Copy 2

☐ PAYMENT RECEIVED \$..... ☐ PAYMENT REQUESTED \$.....

NO FURTHER INVOICE NEED BE SUBMITTED

SELLER DATE

BY (Signature)

REMARKS

4. MEMORANDUM COPY (Optional Use)

STANDARD FORM 44d (Rev. 10-83)
PRESCRIBED BY GSA,
FAR (48 CFR) 53.213(c)

RECORD OF PURCHASES

ORDER NO.	NAME OF CONTRACTOR	DATE OF PURCHASE	AMOUNT
SPECIMEN			